

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

December 6, 2022

5:30 p.m.

AGENDA

1. Call to Order Mayor Byrd
2. Invocation
3. Approval of Board Minutes from November 15, 2022 – Mayor Byrd
4. Approval of Change Order #1 Henderson Street Drainage Project – Gary Brinkley
5. Approval of bid for Police/Fire Communications Tower Bid – Gary Brinkley, Chief Jackson, Chief Hunt
6. Resolution to Accept Dept. of Public Safety Grant – Chief Jackson
7. Consideration of Ordinance to amend Purchase Authority – Gary Brinkley
8. ArDOT Agreement 6th Street- Gary Brinkley
9. Approval of Financing new Sanitation Front Load Truck – Gary Brinkley
10. Approval of Lease for Sanitation Front Load Truck - Gary Brinkley
11. Rezoning Ordinances Wingfield's Property – Gary Brinkley
12. 2023 Budget Presentation – Gary Brinkley/Shacresha Wilson
13. Year End Additional Compensation for Staff - Gary Brinkley/Shacresha Wilson
14. Update on 2022 Slurry Seal Program – Gary Brinkley
15. City Manager's Report – Gary Brinkley
16. Routine Business – Mayor Byrd
17. Adjournment – Mayor Byrd

Regular Meeting: Citizens speaking to the Board of Directors shall have a speaking time limit of **10 minutes**. The Board of Directors may ask follow up questions which may extend the time limit.

Open Session Forum: Speaking time limit is **5 minutes** a speaker may not yield his or her time to another speaker

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Board Room

November 15, 2022

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Chris Porter, *Ward 2 Director*
Keith Crews, *Ward 3 Director*
Reo Cummings, *Ward 4 Director*
Jason Jones, *Ward 5 Director*
Roland Gosey, *Assistant Mayor (absent)*
Scott Byrd, *Mayor*

OTHERS:

Gary Brinkley, *City Manager (absent)*
Samantha Roybal, *City Clerk*

CALL TO ORDER

The Mayor called the meeting to order at 5:30 p.m.

The Mayor announced a quorum was present.

INVOCATION

Director Cummings

APPROVAL OF BOARD MINUTES FROM NOVEMBER 1, 2022

A motion was made by Director Cummings, seconded by Director Jones to approve the minutes from the November 1, 2022 Board Meeting.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Absent"
Chris Porter	"Aye"	Jason Jones	"Aye"
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

PROCLAMATION FOR TATE TEMPLE CHURCH DEDICATION

The proclamation was set to be presented on November 20th at the Tate Temples dedication service.

RECOGNITION OF NEW PARKS & RECREATION SUPERVISOR

Ms. Roybal introduced the new Director of Parks and Recreation, Stuart Tapson.

**THIRD READING & ADOPTION OF ORDINANCE TO ADOPT TECHNICAL
CODE 70 NATIONAL ELECTRICAL CODE**

The Mayor called for the City Clerk to read the Ordinance, title only for its third reading.

The City Clerk read the Ordinance, title only.

A motion was made by Director Crews seconded by Director Chaney to adopt the Ordinance.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Absent"
Chris Porter	"Aye"	Jason Jones	"Aye"
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

REQUEST FOR ACCEPTANCE OF BID FOR HADDOCK STREET DRAINAGE

Bids were opened on November 2nd for the rebuilding of the Haddock Street Drainage System. Only one bid was received from Township Builders Inc. in the amount of \$780,000.00.

A motion was made by Director Porter seconded by Director Crews to approve the bid from Township Builders Inc. in the amount of \$780,000.00.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Absent"
Chris Porter	"Aye"	Jason Jones	"Aye"
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

RESOLUTION FOR ARPA GRANTS FOR ARKADELPHIA WATER UTILITY

The state is distributing its federally granted ARPA money through several grant programs. The resolution was presented to the Board supporting several projects the Water Department plans to submit for funding.

A motion was made by Director Chaney seconded by Director Crews to approve the Resolution.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Absent"
Chris Porter	"Aye"	Jason Jones	"Aye"
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
Keith Crews	"Aye"		

CITY MANAGER'S REPORT

November 15, 2022

- The Bridge to MH Russell was completed just prior to the Battle of the Ravine as promised.
- Verizon engineering has been in town working to improve its mobile service.
- The interior of the 16th Street water tower is completed and the primer coat on the exterior is going well.
- Kenny Myers met last week with the company that was to slurry seal our programmed streets this year and canceled the job. The contractor got delayed on a state project in northern Arkansas and the weather window closed for 2022. We anticipate moving the project to 2023.
- We were awarded a \$200,000.00 grant for the continuing rebuild of Feaster Trail. This will be from the 10th back to the 15th. We should expect the grant acceptance letter by the end of the year.
- Bids will open on November 21st for the Police/Fire communication tower.
- Bids will open the first week of December for the Feaster Park Restroom. This is a rebid from earlier in the year when we received no bids.

Dates to Remember:

- Offices will be closed on November 24th & 25th in honor of the Thanksgiving holiday
- December 1st is the Christmas Parade followed by the Christmas Tree lighting and the ribbon cutting on Prancer's Plaza located in Town Square.
- December 13th Employee Christmas Luncheon

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – Nothing.

Chris Porter, Ward 2 – Nothing.

Keith Crews, Ward 3 – Nothing.

Reo Cummings, Ward 4 – Nothing.

Jason Jones, Ward 5 – He congratulated the Badgers on their advancement to the 2nd round of playoffs.

Roland Gosey, Assistant Mayor – Absent.

Scott Byrd, Mayor – It was a good weekend for football!

ADJOURNMENT

There being no further business to discuss, Director Chaney made the motion, seconded by Director Crews to adjourn. **The motion passed unanimously, and the meeting adjourned at 5:50 p.m.**

Scott Byrd, Mayor

Samantha Roybal, City Clerk

ADDITIONAL ATTENDEES

David Green

Bruce Bell

Chuck Fitzsimmons



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: November 22, 2022
Re: Henderson Street – Changer Order #1

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'From:' line.

Attached please find Change Order #1 in the amount of \$26,910.00 for the stabilization of areas along the Henderson Street drainage system.

The additional work is required as we have identified items along the former route that goes under and/or near buildings and through yards that requires additional stabilization. The new route moves way from all buildings and will be located along common plat lines for ease of future repairs.

Staff recommends your approval Change Order #1 with Township Partners in the amount of \$26,910 and for the City Manager to execute the document.

We welcome your questions.

Thank you.

CHANGE ORDER

Order No. 1

Date: Nov. 7, 2022

Agreement Date: Aug. 1, 2022

NAME OF PROJECT: 2022 Drainage Improvements – Henderson Street

OWNER: City of Arkadelphia
700 Clay Street, Arkadelphia, AR 71923

CONTRACTOR: Township Builders, Inc.
P.O. Box 24862, Little Rock, AR 72221

The following changes are hereby made to the CONTRACT DOCUMENTS:

Additional stabilization work required on Henderson Street.

Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$ 339,300.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER: \$ 339,300.00

The CONTRACT PRICE due to this CHANGE ORDER will be increased/decreased by: \$ 26,910.00


The new CONTRACT PRICE including this CHANGE ORDER will be \$ 366,210.00

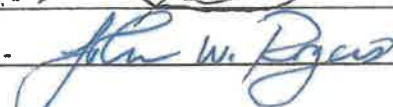
Change to CONTRACT TIME:

The CONTRACT TIME will be increased/decreased by 0 calendar days.

The date for completion of all work will be February 8, 2023

Approvals:

Requested by: Township Builders, Inc. - 

Recommended by: B & F Engineering Inc - 

Accepted by: City of Arkadelphia -



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: November 26, 2022
Re: New Police/Fire Communications Tower

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'From:' line.

As you are aware, for some three years we have been working towards the purchase of a communications tower that would address poor communications that the Police have when inside certain buildings and the Fire working accidents along I-30.

When we requested bids in 2021 it was brought to our attention that our bid specs were so loose that we would not receive competitive bids. That fact was quickly substantiated by follow-up questions and we pulled the bid requests.

So, we entered into an agreement with Aron Engineering to draft a bid package that was specific enough to achieve tight, competitive bids.

During this same period, we were approached by the State to join their AWIN (Arkansas Wireless Information Network) communications program which links all first responders in the state on the same network. After much consideration, we simply cannot afford, at this time, to join AWIN. But we did place in our bid specifications a tower that supports an AWIN micro dish in addition to our current antenna needs. This is the cheapest time to put up a town that could support AWIN. At some point in the future, we will join the AWIN system.

On 11/6 & 11/13 ads were placed in the Arkansas Democrat-Gazette requesting bids. Chief Hunt sent out six bid packets that were requested.

Bids opened on November 21 at 2:00 pm. We received one bid from Midway Electronics. Midway is a very experienced in the building of public safety towers throughout the Midwest. Their bid package met the bid specifications.

Midwest's bid of \$279,500 was within budget. They also submitted an alternate for solid rod legs (in lieu of pipe legs) in the amount of \$287,600.00, which too is within budget.

Chief Hunt investigated the solid versus pipe legs. The difference, other than price, is solid legs require no ongoing maintenance. Pipe installations have to be periodically painted to thwart rusting.

Staff recommends you approve the alternate bid from Midway Electronics in the amount of \$287,600 and instruct the City Manager to sign all necessary documents.

Thank you.

Note: The electronic equipment we will be installing will be another \$30,000 +/- . This is done separately as we have a vendor who has built our system and we want to make sure all upgrades integrate with our current system.

**EXHIBIT B Primary Tower Option
EQUIPMENT & INSTALL (LINE ITEM) PRICING SCHEDULE
Pipe Leg Tower 90% Loaded As Specified**

Item No.	Description "Examples"	Qty	Individual Cost	Extended
1	INSTALLATION OF FOUNDATION (EST. 22.5' X 22.5' AND GROUND RING	1	\$ 75,300.00	\$ 75,300.00
2	TOWER DESIGN, FABRICATION, DELIVERY, 4' LIGHTNING ROD, SUPPLY AND INSTALL SAFETY CLIMB SYSTEM ON ONE LEG, ERECTION	1	\$ 116,700.00	\$ 116,700.00
3	SITE WORK PER CDs (60'X60') STONE, FABRIC, ELECTRICAL, CABINET/PAD, ICE BRIDGE, INSTALL CUSTOMER SUPPLIED GENERATOR/PAD, 8' PERIMETER FENCE, BARB WIRE TOP AND DRIVE GATE	1	\$ 62,500.00	\$ 62,500.00
4	GEO TECHNICAL STUDY/CONCRETE BREAK TEST	1	\$ 5,500.00	\$ 5,500.00
5	INSTALLATION OF CUSTOMER SUPPLIED ANTENNAS AND FEEDLINES AND SWEEP TEST, SUPPLY AND INSTALL FAA LED LIGHTING SYSTEM AND FUNCTION TEST	1	\$ 19,500.00	\$ 19,500.00

Concrete, stone/fill, an some electrical items will be subcontracted locally.

Total As Requested **\$ 279,500.00**

TWO HUNDRED SEVENTY NINE THOUSAND FIVE HUNDRED DOLLARS AND 00/100

Total Cost in Words

\$ 279,500.00

Numeric Value

Midway Electronics, Inc.

Firm Name



Authorized Signature

09 NOV 2022

Date

Derich Schultz, President

Authorized Name and Title

Attest Derich Schultz

**EXHIBIT B Recommended Tower Option
EQUIPMENT & INSTALL (LINE ITEM) PRICING SCHEDULE
Solid Rod Leg Tower 90% Loaded As Specified**

Item No.	Description "Examples"	Qty	Individual Cost	Extended
1	INSTALLATION OF FOUNDATION (EST. 22.5' X 22.5' AND GROUND RING	1	\$ 75,300.00	\$ 75,300.00
2	TOWER DESIGN, FABRICATION, DELIVERY, 4' LIGHTNING ROD, SUPPLY AND INSTALL SAFETY CLIMB SYSTEM ON ONE LEG, ERECTION	1	\$ 124,800.00	\$ 124,800.00
3	SITE WORK PER CDs (60'X60') STONE, FABRIC, ELECTRICAL, CABINET/PAD, ICE BRIDGE, INSTALL CUSTOMER SUPPLIED GENERATOR/PAD, 8' PERIMETER FENCE, BARB WIRE TOP AND DRIVE GATE	1	\$ 62,500.00	\$ 62,500.00
4	GEO TECHNICAL STUDY/CONCRETE BREAK TEST	1	\$ 5,500.00	\$ 5,500.00
5	INSTALLATION OF CUSTOMER SUPPLIED ANTENNAS AND FEEDLINES AND SWEEP TEST, SUPPLY AND INSTALL FAA LED LIGHTING SYSTEM AND FUNCTION TEST	1	\$ 19,500.00	\$ 19,500.00

Concrete, stone/fill, and some electrical items will be subcontracted locally
Total As Requested

\$ 287,600.00

TWO HUNDRED EIGHTY SEVEN THOUSAND SIX HUNDRED DOLLARS AND 00/100
Total Cost in Words

\$ 287,600.00
Numeric Value

Midway Electronics, Inc.
Firm Name


Authorized Signature

09 NOV 2022
Date

Derich Schultz, President
Authorized Name and Title

Attest Derich Schultz

EXHIBIT B Optional Services

Item No.	Description "Examples"	Qty	Individual Cost	Extended
1	NEPA/SHPO/PHASE1/FCC TOWER REGISTRATION	1	\$ 12,000.00	\$ 12,000.00

Total As Requested **\$ 12,000.00**

TWELVE THOUSAND DOLLARS AND 00/100

\$ 12,000.00

Total Cost in Words

Numeric Value

Midway Electronics, Inc.

Firm Name


Authorized Signature

09 Nov 2022

Date


Derich Schultz, President

Authorized Name and Title

Attest Derich Schultz



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager 
Date: December 1, 2022
Re: Resolution to Accept Dept of Public Safety Grant - Police

We were notified today the Police Dept is the recipient of a 2022 Public Safety Equipment Grant in the amount of \$90,247.96.

The attached Resolution acknowledges the grant and directs the City Manager to sign the necessary document. We are required to have the Memorandum of Understanding (attached) executed within 14 days.

Chief Jackson will be here Tuesday night to expand upon the equipment that will be purchased.

We congratulate the department on a successful submission.

Your approval of the Resolution is requested.

Thank you.

RESOLUTION NO. R-22-__

**A RESOLUTION AUTHORIZING THE CITY OF ARKADELPHIA, TO
ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE
DEPARTMENT OF PUBLIC SAFETY AND ACCEPT THE 2022 DPS
PUBLIC SAFETY EQUIPMENT GRANT**

WHEREAS, the City of Arkadelphia has been notified they were selected to receive a 2022 DPS Public Safety Equipment Grant, and;

WHEREAS, the City of Arkadelphia has equipment needs that the grant will help facilitate, and;

WHEREAS, the purpose of the grant is to make an impactful difference to increasing transparency and accountability within the community.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE CITY OF ARKADELPHIA, ARKANSAS**

Section 1. The City of Arkadelphia Board of Directors does hereby acknowledge and accept the 2022 DPS Public Safety Equipment Grant.

Section 2. The grant shall be \$90,247.96 to make purchases under the guidelines of the Arkansas Department of Public Safety

Section 3. The City Manager, on behalf of the City of Arkadelphia, is hereby authorized sign the Memorandum of Understanding and take the necessary actions to implement the grant

PASSED ON THIS 6th DAY OF DECEMBER, 2022.

Scott Byrd, Mayor

Samantha Roybal, City Clerk



Arkansas Department of Public Safety

Public Safety Equipment Grant Program Fund

1 State Police Plaza Drive
Little Rock, AR 72209

MEMORANDUM OF UNDERSTANDING

In accordance with Act 786 of 2021 the Arkansas Department of Public Safety is responsible for awarding funding from the Public Safety Equipment Grant Fund. Pursuant to the foregoing authority, the Arkansas Department of Public Safety has established the Public Safety Equipment Grant Fund Committee to award funding to applicants who, in the Committee's judgment, best facilitate improving trust between Arkansas law enforcement officers and the communities they serve.

The purpose of this memorandum of understanding is to outline the requirements for applicants that receive grant funding under the DPS Public Safety Equipment Grant Program.

Based on the above, the Arkansas Department of Public Safety ("DPS") and the (_____) (the "Agency") agree as follows:

1. The Agency will maintain records and receipts for items purchased with the grant funds and will furnish copies of all receipts to DPS by the 10th day of the month following the expenditure.
2. Any modification or changes exceeding 10% to the Agency's approved budget must be authorized by the DPS Committee before expenditures for the changes can be made. Any awarded funds not expended during the period set out in the preceding paragraph and in accordance with the budget or approved changes shall be refunded to DPS by 4:30 p.m. December 31, 2023.
3. The awarded funds are subject to audit by DPS and/or the Department of Legislative Audit. Misuse of these funds will result in the Agency being required to reimburse DPS for the funds awarded. Any false, fictitious, or fraudulent statements or claims may result in criminal, civil, or administrative penalties and may prohibit administrations from receiving future awards.(U.S. Code, Title 18, Section 1001)
4. Agencies will be required to complete any surveys related to the implementation and success of the program.

5. The following items will NOT be considered for funding and any funds awarded should not be used for these items:

- Salaries, over time, fringe benefits related to salaries
- Any Specialty Court
- Real Estate
- Vessel or Aircraft
- Vehicles
- Firearms
- Construction Projects
- Buy Money

6. DPS will terminate this agreement and require repayment of any grant funding in the event of fraud, misuse, or expenditures not related to the approved project.

This MOU is in effect from December 1, 2022 through December 31, 2023 and will remain in full force and effect for the duration of the agreement period, not to exceed one year, unless otherwise terminated by DPS.

SIGNATURES

A.J. Gary
Secretary
Arkansas Department of Public Safety

Date: _____

(Name), Chief Administrator (Agency)

Date: _____



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: November 26, 2022
Re: Ordinance to Adjust Bidding Requirements

A handwritten signature in blue ink, appearing to read 'G. Brinkley', is written over the 'From:' line.

Following the pandemic years, the cost of doing business has increased. The Arkansas legislature recognized the maximum limits to purchase items and services needed to be adjusted to mimic that of the business environment. The increased limits are necessary to keep business operations flowing.

The last time the limits were adjusted by the Board was Ordinance O-13-09 in 12/2013.

Pursuant to the new legislation, we propose the attached Ordinance that will increase the spending limits on goods and services to \$35,000 (previously \$20,000) and buildings/permanent public improvements to \$50,000 (previously \$35,000).

These limits will reset the business operations parameters to those of previous years.

We had desired to wait and see if costs of operation would return to previous levels but that is not the case and we must adjust so that we can continue to operate and run the business without being undue burdened with bidding items which are now, based on cost, considered normal operation costs.

Staff requests you place the Ordinance on its first reading.

Thank you.

ORDINANCE NO. 0-22-__

**AN ORDINANCE TO INCREASE THE PURCHASING AUTHORITY
OF THE CITY MANAGER, SETTING THE POLICY OF RECEIVING
COMPETITIVE BIDS THEREON AND REPEALING ORDINANCE O-13-09**

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF ARKADELPHIA, ARKANSAS, THAT:

Section 1. The City Manager, or his/her duly authorized representative shall have exclusive power and responsibility to make purchases of all supplies, apparatus, equipment, materials and other things necessary for public purposes in and for the city and to make all necessary contracts for work or labor to be done or material or other necessary things to be furnished for the benefit of the city or in carrying out any work or undertaking of a public nature therein where the total expenditure therefore is below the sum of Thirty-Five Thousand Dollars (\$35,000). Where the amount of expenditures for any purpose or contract is Thirty-Five Thousand Dollars (\$35,000) or more, the City Manager or his/her duly authorized representative shall invite competitive bidding thereon by legal advertisement in any local newspaper. Bids received pursuant to the legal advertisement shall be opened and read on the date set for receiving the bids in the presence of the City Manager or his/her duly authorized representative together with any committee that may be named by the City Manager or the governing body for this purpose. The contract shall be awarded by the City Manager and the Board of Directors to the lowest responsible bidder; provided, however, the City Manager and the Board of Directors may reject any and all bids received.

Section 2. Bids must be taken for any public improvement which includes the major repair or alteration or erection of buildings or other structures or other permanent improvements which exceeds \$50,000 in cost, pursuant to ACA § 22-9-203.

Section 3. The Board may waive the requirement of competitive bidding in exceptional circumstances where this procedure is not feasible all-in accordance with ACA § 14-47-138 as may be amended from time to time.

Section 4. The City Manager may approve for payment out of any funds previously appropriated for that purpose, or disapprove any bills, debts, or liabilities asserted as claims against the City. When funds on hand are inadequate to pay such bills, debts, or liabilities not covered by previous appropriations, confirmation shall be required by the Board of Directors.

Section 5. All ordinances and parts of ordinances in conflict herewith are hereby repealed and specifically repealed is Ordinance O-13-09.

PASSED AND APPROVED this ____ day of _____, 2022.

Scott Byrd, Mayor

Samantha Roybal, City Clerk



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: November 22, 2022
Re: Agreement with ArDOT to Exchange 6th Street for 10th Street

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'From:' line.

As part of the continuing work with ArDOT, the extension of 10th Street from Clinton to Hwy 67 was predicated on the removal of 6th St (Hwy 67) from the State Highway program. This is the same agreement we have with ArDOT for Pine Street and the Bypass.

These terms flowed out of discussion with the former ArDOT Director Scott Bennett. We

We agreed to the concept but never formalized the documentation. ArDOT resurfaced 6th Street (Hwy 67) this year.

Attached please find the formal agreement with ArDOT to removed 6th Street from the State portfolio and for the street to be added to the city portfolio. ArDOT will assume responsibility for the new 10th Street extension as part of their portfolio.

Your approval is hereby requested and direct the City Manager to execute the agreement.

Thank you.

ARKANSAS STATE HIGHWAY COMMISSION

ROBERT S. MOORE, JR.
CHAIRMAN
ARKANSAS CITY

DALTON A. FARMER, JR.
VICE CHAIRMAN
JONESBORO

PHILIP TALDO
SPRINGDALE



P.O. Box 2261 • Little Rock, Arkansas 72203-2261
Phone (501) 569-2000 • Voice/TTY 711 • Fax (501) 569-2400
www.AzDOT.gov • www.IDriveArkansas.com

KEITH GIBSON
FORT SMITH

MARIE HOLDER
LITTLE ROCK

LORIE H. TUDOR, P.E.
DIRECTOR

November 9, 2022

Mr. Gary Brinkley
Arkadelphia City Manager
700 Clay St.
Arkadelphia, Arkansas 71923

RECEIVED NOV 21 2022

Dear Mr. Brinkley:

Reference is made to the partnering agreement for the Arkadelphia Bypass. Upon completion of the bypass, the North 10th Street extension will become Highway 67. However, the Agreement of Understanding executed on October 5, 2021 and amended on April 8, 2022 omitted the portion of existing Highway 67 (6th Street), as shown in Exhibit "A", that will be transferred to the City.

This letter, when signed by you and returned to the Department, will constitute a second supplement to the Agreement of Understanding, for the removal of existing Highway 67. All other conditions of the Agreement will remain in effect. Please retain a copy of the signed letter for your files.

Thank you for your continued interest in Arkansas' transportation system. If you have any questions, please contact Jessie Jones, Division Engineer – Program Management, at (501) 569-2262.

Sincerely,

A handwritten signature in blue ink that reads "Lorie H. Tudor".

Lorie H. Tudor, P.E.
Director

APPROVED:

Gary Brinkley
Arkadelphia City Manager

Enclosure

c: Highway Commission
Deputy Director and Chief Operating Officer
Deputy Director and Chief Engineer
Assistant Chief Engineers
Program Management
Roadway Design
System Information & Research

District 7
Job 070442 'C' File
The Honorable Troy Tucker, Clark County Judge
Dr. Ben Sells, Ouachita Baptist University
Dr. Charles L. Welch, Arkansas State University

Document Path: \\West\efs\content\data\mms\systems\Information_Growth\BIS\Watchdog\Noble Highway\System_Modification\Clark_Co_Hwy51_Bypass_Ext10517_A_2022_06_08.mxd





MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: December 1, 2022
Re: Financing for New Sanitation Front Load Truck

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is placed to the right of the 'From:' line.


To fund the replacement of the front load truck that was totaled in the accident, we solicited bids for the financing.

Bids will be opened on Monday, December 5th and presented to you at the Board Meeting.

Thank you.



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager 
Date: November 29, 2022
Re: Replacement of Sanitation Front Loader Truck

Attached please find the agreement to lease a new Front Load Truck for Sanitation. Although the dollar amounts have changed, this is exactly the same format and buy back terms and conditions that you approved in March 2021.

This is the replacement for the equipment that was totaled when hit by a dump truck 2 on November 17th.

We were fortunate enough that Arkansas Municipal Equipment, Inc with whom we leased the current truck, had a cancellation and one became available for immediate lease.

This is a tight window and if we want to continue operations, we need to approve this lease tonight.

Staff recommends you approve the lease agreement with Arkansas Municipal Equipment for the lease of the new 2023 Peterbilt 537 (VIN #3BPDJJOX6PF113670) with a New Way Mammoth Front Loader.

Thank you.



Arkansas Municipal Equipment INC

Po Box 157- 14263 Hwy 270 West

Poyen, Arkansas 72128

Phone: 501-425-1567

November 29, 2022

TO: City Of Arkadelphia AR

RE: Lease Truck

Arkansas Municipal Equipment will guarantee the buy back on the following equipment after 24Months \$275,000

2023 Peterbilt 537

Vin# 3BPDJ0X6PF113670

New Way Mammoth Front Load

Body SN# 147492

Sincerely;

Daniel Ellison

President

Buy Back Terms & Conditions

The Equipment shall have neither structural nor physical damage and shall show no sign of abuse either internal or external, including, but not limited to the following: Bumper, Frame, Cross Members, Fiber Glass, , Interior Headliner, Dash, Fuel Tank, Seats, Door Panels, Sheet Metal

Total body and paint damage shall not exceed \$750.00. Upholstery shall have no cuts, tears or burns.

Tires on the Equipment shall meet the following criteria: Tires shall have 75% or better remaining tread depth and be free of cuts, cracks or excessive alignment and mechanical wear. Front tires must be matched No recaps, Rear Tires must be matched. Brake Pad's / Shoes 75% Or Better No Leaking Wheel Seals

For EPA 07 engine equipped vehicles, all components in the after treatment system must comply with and perform according to OEM specifications. This includes the CGI system (if CAT power) and Diesel Particulate filter (DPF) systems with proof of maintenance and service, and is based on visual and eventual physical inspections.

For EPA 10 engine equipped vehicles, all components in the after treatment system must comply with and perform according to OEM specifications This includes the DPF, SCR, DEF systems with proof of maintenance and service, and is based on visual and eventual physical inspections.

No glass breakage, unit must pass a D.O.T. inspection.

Batteries must pass standard test to show no weak or dead cells and be capable of holding a charge. The unit(s) must start under its own power.

Lights, heater and air conditioner are to be in operational condition

Cab interiors are to be in original condition with no rips or tears, normal wear is acceptable

. Engine, transmission and rear axles are to be free of mechanical defects and meet manufacturer's operating specifications. Subject to Dyno Test.

No hydraulic leaks

Oil Sample Maybe Required within 2 weeks of buyback
All Components must be original OEM equipment, or otherwise noted as such

. Maintenance records are to be made available.

City Of Arkadelphia

Date

Arkansas Municipal Equipment

Date



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: December 2, 2022
Re: Ordinance to Rezone 1019 N. 10th Street

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'From:' line.

Attached please find the ordinance to rezone 1019 N. 10th Street. The property is currently zoned Residential (R-3). The intent is to rezone Highway Commercial (C-2).

The Planning commission held a public hearing on November 10, 2022, and voted to recommend approval to rezone the property from R-3 to C-2.

Staff recommends you place the ordinance on its first reading, excluding the metes and bounds description.

Following the first reading, staff recommends you place the ordinance on its second reading, title only at the next meeting.

Thank you.

ORDINANCE NO. 0-22-

AN ORDINANCE TO REZONE CERTAIN PROPERTY GENERALLY DESCRIBED AS PARCEL 74-03298-000 / N 10TH STREET (KNOWN AS 1019 N 10TH STREET) IN SECTION 8 TOWNSHIP 7 SOUTH, RANGE 19 WEST IN THE CITY OF ARKADELPHIA, CLARK COUNTY, ARKANSAS; AMENDING THE ZONING MAP OF THE CITY OF ARKADELPHIA, ARKANSAS; AND FOR OTHER PURPOSES.

WHEREAS, Roger Austin Wingfield Revocable Trust wishes to rezone property described below to develop it at its highest and best use; and

WHEREAS, the Planning Commission held a public hearing on November 10, 2022 and voted to recommend that the Arkadelphia Board of Directors rezone property described herein from the present Multi-Family Residential Use District (R-3) to Highway Commercial District (C-2).

THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY OF ARKADELPHIA, ARKANSAS:

SECTION 1: That the following properties, to wit:

A PT OF THE SE/4 SW/4 OF SECTION 8, T7S, R19W DESCRIBED AS COMMENCING AT THE SE CORNER OF THE SAID SE/4 SW/4 AND RUNNING N 89°02' WEST ALONG THE SOUTH LINE THEREOF A DISTANCE OF 138.3 FT TO A POINT THAT IS ON THE WEST RIGHT OF WAY LINE OF HWY 67; RUN THENCE N 18°11' WEST ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 1109.4 FT TO THE POB; RUN THENCE S 79°03' WEST A DISTANCE OF 200 FT; RUN THENCE N 18°11' W A DISTANCE OF 175 FT; THENCE N 79°03' EAST A DISTANCE OF 200 FT TO THE SAID WEST RIGHT OF WAY LINE OF HWY 67; RUN THENCE S 18°11' EAST ALONG SAID RIGHT OF WAY LINE A DISTANCE OF 175 FT TO THE POB.

SECTION 2: Severability – If any section of this ordinance shall be declared unconstitutional or unlawful, only that section of the ordinance shall be affected and all other provisions of the ordinance shall remain in full force and effect.

SECTION 3: Any ordinance or parts of ordinances in conflict herewith are hereby repealed and this ordinance shall be in full force and effect from and after its passage and publication.

PASSED AND APPROVED this _____ day of _____, 2022.

APPROVED: _____
Scott Byrd, Mayor

ATTEST: _____
Samantha Roybal, City Clerk



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: December 1, 2022
Re: Proposed 2023 Budget Update


A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'From:' line.

Staff will update the Board on the proposed 2023 Budget and incorporation of comments from the August Board retreat.

Thank you.



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager 
Date: November 26, 2022
Re: 2022 Additional Compensation for Staff

2022 has been a wonderfully challenging year but the staff has persevered and performed very well.

As is customary, it is time to recommend for your approval an additional compensation check for staff. I would like to propose granting the same amounts as the previous two years. Those being, each of our full-time city employees an additional compensation check in the amount of \$500 and part-time employees (under 30 hours per week on a consistent basis) the amount of \$250. The volunteer firefighters in good standing will also receive \$250. If approved, these checks will be distributed at the annual employee luncheon sponsored by Patterson Federal Credit Union on December 13th.

The cost of the compensation, which includes mandatory unemployment, and FICA taxes will be \$67,723. Of that, the General fund cost will be \$50,047, the Street fund cost will be \$3,943, and the Water/Sewer Department cost will be \$13,733.

Ms. Wilson will use unallocated funds to meet this recommendation.

Your approval is requested.

Thank you.



MEMORANDUM

To: Mayor Byrd & Board of Directors
From: Gary Brinkley, City Manager
Date: November 30, 2022
Re: 2022 Slurry Seal Update

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is written over the 'Date' and 'Re' lines of the memorandum header.

At the May 3rd meeting you approved the bid from Missouri Petroleum Products Co. LLC to perform the 2022 Slurry Seal program this year.

This year was to be the year we worked on interior streets as last year was major arterial roads.

Regrettably, the contractor got delayed in getting to SW Arkansas. Two weeks ago, they met with Kenny Myers and admitted the weather window had closed on them this year and they would not be able to honor the agreement.

After consulting with Ed McCorkle, it was advised that we formally terminate the agreement with Missouri Petroleum. That letter was has been sent.

City Treasurer Shacresha Wilson has carried over the 2022 money into the 2023 Budget and we will move forward with the slurry seal project in 2023.

Thank you.